

**City of Lauderhill
Employment Opportunity
3/17/06
Open-Competitive**

**Job Title: Recreation Programs Coordinator
Parks & Leisure Services**

Salary: \$32,077 annually

Job Description:

Under general supervision, the purpose of the position is to supervise staff and coordinate City wide youth and adult programs and activities and other City events. Employees in this classification perform supervisory and coordinating work. Position is responsible for supervising staff, planning, organizing and managing youth and adult programs and activities and other City events. Performs related work as directed.

Note: Upon request, official job description of the duties required in this position is available in the Human Resources Department.

Qualification Requirements:

Bachelor's degree with coursework emphasis in business, recreation, sports or related field; supplemented by minimum three (3) years previous experience and/or training that includes public relations, public events and coordination, youth programs or related activities; or an equivalent combination of education, training, and experience.

Basis of Rating:

- 1) Review of application based on education, training, and experience as requested in the application.
- 2) An interview designed to evaluate each applicant's knowledge in this field of work.

Closing Date & Time:

Open until filled.

Applicant must file a complete application and attach copy of Bachelor's degree. Resumes alone are not acceptable.

How to Apply:

Applications may be obtained at the City of Lauderhill, Human Resources Department, 5569 W. Oakland Park Blvd., Lauderhill, Florida 33313, from 8:00 A.M. to 4:15 P.M., Monday through Friday.

Benefits:

Full-time employees of the City enjoy an excellent benefits package including educational assistance program, paid vacation leave, pension, dental and health insurance and career advancement.

**Equal Opportunity and Affirmative Action Employer/M-F/D/V
Pre-employment Physical, Drug and Alcohol Screening**